

Chapter IV – EDUCATION AND TRAINING

A. FOOD SERVICE EDUCATION AND TRAINING

1. *Applicability.* The provisions herein apply to all DoD Components having responsibility for education and training programs for military and civilian food service personnel. These provisions will not usurp the already established authority for such education and training in each of the Services.

2. *Policy*

a. Food service educational facilities of each Service will be utilized by all the Services to the maximum extent, consistent with efficient utilization.

b. Formal DoD-wide food service educational and training programs will be designed, to the maximum extent feasible, to permit uniform application among DoD Components; however, unless a program meets all of the requirements of an individual service, participation in that program will be permissive.

(1) Duplication of such uniform training efforts by any Service will be eliminated or avoided, unless warranted for reasons of economy, practicability, or efficiency.

(2) Formal food service educational and training programs and/or on-the-job training programs will be administered so as to utilize efficiently the capabilities of all available DoD Component food service manpower.

3. *Responsibilities*

a. The Secretaries of the Military Services are responsible to:

(1) Ensure that a positive, dynamic, and continuing educational and training program is maintained to support the food service program.

(2) Ensure that training policies, objectives, and standards are consistent with DoD Directive 1338.10 and the provisions of this paragraph.

(3) Program, budget, and finance the program in accordance with DoD Directive 4000.19, Basic Policies and Principles for Interservice, Interdepartment and Interagency Support.

(4) Establish an educational program to train food service personnel engaged in the performance of management functions. The management program will be designed to:

(a) Provide personnel engaged in management functions with the necessary education to assure maximum efficiency and skillful professional performance.

(b) Promote uniform implementation of approved policies and instructions.

(c) Encourage improvement in management practices.

(5) Develop and maintain a joint service regulation which will provide specific procedural guidance in the following areas:

(a) Development and maintenance of appropriate. Programs of Instruction (POIs), syllabi, training aids, and on-the-job training programs to support requirements which are common to all of the DoD components.

(b) Development, maintenance, and review of training curricula standards for training programs wherein the requirements are common to all the Services. Such procedures must ensure that the training standards are adequate to meet the needs of the food service programs of the individual Services and that such programs are applying the latest techniques and developments in the educational, training, and food service fields.

(c) Periodic review by the individual Services of training materials, programs, and training facility requirements.

b. The Secretary of the Army is responsible for the preparation and maintenance of the joint service regulation. The Secretary of the Navy will designate two representatives (one Navy, one Marine Corps), and the Secretary of the Air Force will designate one representative to assist the Secretary of the Army in performing this function.

13. FOOD MANAGEMENT TEAMS

I. *Purpose and Objectives.* Uniform guidance governing the development of standards for and use of Food Management Teams (FMTs), authorized by DoD Directive 1338.10, to render assistance in raising the quality of food service, achieving economy, and increasing effectiveness is outlined below:

a. Review installation food service program documents, i.e., plans for operation, financial plans, budgets, etc., to determine if food service requirements have been included.

b. Instill food service management discipline in all responsible personnel with special emphasis on quality of prepared foods, improved merchandising of food items, productivity and efficiency of food service personnel, food service safety requirements, fire prevention, energy conservation, and sanitation.

c. Induce and stimulate professional pride in food service personnel.

d. Evaluate and encourage application of standard and uniform policies and procedures.

e. Provide on site training to food service personnel through a team concept utilizing the best qualified senior food service managers and executives, and employing the most advanced training aids and training techniques.

f. Review the use of facilities, equipment, personnel, subsistence, and other food service resources to obtain valid evaluations of installation food service programs. Identify limitations that hamper accomplishment of activity objectives.

g. Participate actively in an advisory capacity in the operation of the **local** food service program, by working with local food service personnel, demonstrating proper techniques in all phases of food service (to include management, production, service of food, sanitation, training, and accounting), and motivating food service personnel toward increased efficiency and effectiveness.

h. Assist food service personnel at each installation in the ways to conduct a patron education program, with **emphasis** on food conservation and other consumer oriented elements of the food service program, by suggesting ways and means to communicate and the principle points to be made.

i. Evaluate the practical application of food service techniques learned through technical and on-the-job training, programs of instructions, curricula, and through formal training.

j. Provide information on and demonstrate new developments in the food service and **subsistence** fields.

k. Exchange, search for, and collect new ideas **regarding** food service for possible adoption and dissemination to **all** installations.

L **Record observations** that will provide a **basis** for **followup** actions that **will** assist in resolving problems beyond the control of the installation food service program managers.

2. Responsibility and Policy

a. The Services will maintain Food Management Teams as necessary **to** attain the objectives in IV-B.2. Location of FMTs is at the discretion of **the** Service concerned.

b. All management and operating levels of the Department of Defense will be responsible for use of FMTs in furtherance of the **foregoing** objectives and those objectives contained in DoD **Directive** 1338.10.

c. Heads of DoD Components and/or Commanders of activities **will** take advantage of this source of assistance to increase efficiency. In meeting this responsibility the **Services** will:

(1) Ensure that both command and working levels are **fully** aware of potential benefits of **the** use of FMTs.

(2) Ensure that FMTs provide additional training or assistance when the need is indicated by audit reports, staff reports, and other inspection and **reporting** data.

d. The Services will develop operating procedures as necessary to ensure maximum effectiveness of the FMTs.

e. The sponsoring **Service** **will** be responsible for all costs of establishing and operating an FMT. Each **Service** will ensure that FMTs are properly funded to provide **requested** assistance in a timely manner.